



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Adopt Resolution Approving the Applications to Apply for Grant Funds to Operate Summer Day Camp Programs at Lodi Lake Park and Lockeford School Under the Youth and Family Enrichment Program Through the Human Services Agency of San Joaquin County

MEETING DATE: February 20, 2002

PREPARED BY: Parks and Recreation Director

RECOMMENDED ACTION: That the City Council approve the grant applications to apply for grant funds to operate summer day camp programs at Lodi Lake Park and Lockeford School under the Youth and Family Enrichment Program through the Human Services Agency of San Joaquin County.

BACKGROUND INFORMATION: The Parks and Recreation Department operated a summer day camp program at Lodi Lake Park for the past two summers and one at Lockeford School this past summer. The Human Services Agency of San Joaquin County funded both programs.

The Camp Lodi Lake program provides low-income and economically disadvantaged children the opportunity to experience a nature program in a day camp setting. The children being served come from county community service centers. This year, children from Mary Graham Children's Shelter have been invited to participate as well. Camp Lodi Lake will consist of four three-day mini-camps. Participants engage in a variety of nature activities, enjoy the water features of the lake, and learn about the environment from guest speakers. The grant application requests full funding of \$19,945.00 to operate the Camp Lodi Lake program.

The Lockeford Summer Camp program provides a safe and supervised off-track program to low-income and economically disadvantaged children in the Lockeford/Clements area. This program will operate from June 3 to July 31, 2002 and will serve 40 children. Participants will engage in a variety of activities and enjoy field trips to places such as Lodi Lake. The grant application requests full funding of \$22,388.00 to operate the Lockeford Summer Camp program.

FUNDING: No cost to the City. \$19,945.00 for Camp Lodi Lake and \$22,388.00 for Lockeford Summer Camp requested from Human Service Agency of San Joaquin County.

Roger Baltz
Parks and Recreation Director

RB:svb

Prepared by Susan Bjork, Management Analyst

cc: City Attorney

APPROVED: _____

H. Dixon Flynn -- City Manager

02/11/02

Youth and Family Enrichment Program



SAN JOAQUIN COUNTY

Application Form: Mini-Grants of \$30,000 and under

Applicant Agency: City of Lodi Parks and Recreation Date 02/21/02

Name of Proposed Program: Lockeford Summer Camp Program

Agency Address: 125 N. Stockton Street

City Lodi State CA Zip 95240

Contact Person: Susan Bjork Email: sbjork@lodi.gov

Phone (209) 333-6800 ext. 2452 Fax (209) 333-0162

Summary of Proposal

Proposal Start Date June 3, 2002 Proposal End Date July 31, 2002

Category: (Check one) Youth ☒ Family ☐ Adult ☐

Name of Lead Agency: Lodi Parks and Recreation

Names of Collaborative Partners (list all): Lodi Unified School District

Location where the proposed program will take place: Lockeford Elementary School
19456 N. Tully Rd., Lockeford

Brief description of Proposed Program: Off-track day camp program for children from low-
income families and/or families participating in the CalWORKS program.

Day camp to be offered for 40 children ages 5-12 and run Monday through
Friday.

Amount Requested from H.S.A. \$22,388.00 Total Project Cost \$22,388.00

Roger Baltz

Name of Chair, Board of Directors, or Authorized Representative

Parks and Recreation Director

Title

Signature

Date



Parks and Recreation Department
The Benefits are Endless

Lodi Parks and Recreation Department
2002 Lockeford Summer Camp Program
Program Description

- ***Population being served***

This program will serve 40 children, ages 5 to 12, from families participating in CalWORKS, and those children from families with income no more than 200% of the Federal Poverty Guidelines.

- ***Target Area for Program Delivery***

This program targets off-track children residing in the Lockeford/Clements area of San Joaquin County and who attend Lockeford Elementary or Clements Elementary schools. The program will run and operate at Lockeford Elementary School, 19456 N. Tully Road, Lockeford, utilizing the cafeteria and playground area. 86.5% of children Lockeford and Clements schools participate in the LUSD free or reduced lunch program.

- ***Type of Program/Service to be Provided***

The Lodi Parks and Recreation Department will operate a day camp at Lockeford Elementary School for 40 low-income and needy children who reside in the target area. The camp will run Monday through Friday, 9:00 a.m. to 3:00 p.m. beginning June 3, 2002 and ending July 31, 2002 (no program July 4th). The program will be staffed with a Recreation Specialist and three Recreation Leaders for a 1:10 ratio, and supplemented by a Program Coordinator. Two snacks will be provided each day with participants bringing their own lunch. Activities will include arts and



Parks and Recreation Department
The Benefits are Endless

crafts projects, organized physical fitness activities (kickball, dodge ball, soccer, etc), three educational speaker presentations, and three field trips.

A typical day schedule would be as follows:

9:00 a.m.	Arrival and check-in
9:30 a.m.	Speaker presentation
10:30 a.m.	Snack
10:45 a.m.	Activity
Noon	Lunch
1:00 p.m.	Group water activity (water balloons, squirt guns)
2:30 p.m.	Snack
3:00 p.m.	Departure

- ***Type of Outcomes to be Achieved***

The main goals of the Lockeford Summer Camp program are to provide participants a safe and supervised off-track experience, thereby making it possible for parents with multiple barriers to participate in CalWorks programs; to improve the motivation, performance, and self-esteem of the children and youth being served; and to encourage the formation and maintenance of two parent families. Objectives are as follows:

- The program will have an average daily attendance of no less than 85%;
- Each participant will have no more than 3 behavioral incidents per week. A behavioral incident is defined as an incident requiring a time-out from the group (i.e., fighting, failure to cooperate with program staff, cursing, destruction of property).



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Staff will monitor attendance and record behavior incidents. Results will be provided to HSA at the completion of the program.

- ***Applicant Agency Background***

The Lodi Parks and Recreation Department has a long-standing history of providing programs for the Lodi area community. Annually, over 6,000 children participate in a variety of Lodi Parks and Recreation programs. The Lockeford Summer Camp Program was offered through the department in 2001.

Youth and Family Enrichment Program



SAN JOAQUIN COUNTY

Proposed Budget Form: Mini-Grants of \$30,000 and under

	Request to HSA	Match	Total Budget
Employee Wages (itemize positions)			
1. Recreation Specialist	\$3,422.00		\$3,422.00
2. Recreation Leaders (3)	\$8,070.00		\$8,070.00
3. Program Coordinator	\$ 943.00		\$ 943.00
Employment Taxes:			
Social Security	\$ 771.00		\$ 771.00
Medicare	\$ 180.00		\$ 180.00
Federal Unemployment Insurance	\$ 161.00		\$ 161.00
State Unemployment Insurance			
Employee Benefits:			
Vacation, Sick Leave, Holidays			
Health & Dental Insurance			
Retirement			
Insurance and Bonding:			
Workers' Compensation Insurance			
General Liability Insurance			
Auto Liability Insurance			
Equipment:			
New & Rental			
Depreciation & Maintenance			
Office Expenses:			
Rent			
Utilities			
Telephone /Cellular phone	\$ 100.00		\$ 100.00
Maintenance/Janitorial	\$7,741.00		\$7,741.00
Supplies			
Postage			
Data Processing			
Accounting and Record Keeping			
Other Costs (identify) Administration	\$1,000.00		\$1,000.00
Travel			
TOTAL ANNUAL COST	\$22,388.00		\$22,388.00



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Lodi Parks and Recreation Department
2002 Lockeford Summer Camp Program
Budget Narrative

Staffing

- Recreation Specialist: The program will have a Recreation Specialist responsible for the daily operation of the camp, ensuring planned activities are carried out, preparing snacks and handling any problems that may arise.
- Recreation Leaders: Three Recreation Leaders will conduct daily activities and lead the children throughout the day.
- Program Coordinator: The Program Coordinator will plan and prepare for camp activities prior to its commencement. Will also handle purchasing of supplies.
- Payroll Taxes: Medicare, Social Security, and Unemployment benefits for the above-mentioned staff.

Supplies

Below is a breakdown of supplies:

Staff Uniforms: 16 at \$10.00 each	\$ 160.00
Snacks: \$1.50per day/per child	\$2,520.00
3 Field Trips (admission/transportation)	\$1,875.00
Craft Projects: \$3 per child/per week	\$ 960.00
Miscellaneous supplies:	\$ 300.00
3 Educational Speakers: \$150 each	\$ 450.00
Cellular Phone	\$ 100.00
LUSD Facility Use Fee:	\$1,476.00

Staff uniforms provides the Recreation Specialist and 3 Recreation Leaders with four shirts each. This will allow them to be readily identifiable to the children. Snacks will include such things as fruit roll ups, juice, etc. Field trips will be to such places as Lodi Lake Park and Children's Museum of Stockton. Craft projects will be age appropriate and will follow a weekly theme. The miscellaneous supply budget is for incidentals



Parks and Recreation Department
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such as enrollment forms, sports equipment that may be needed, etc. Speakers will be brought in to teach children on a nature topic and provides hands-on experience. A cellular phone will be used as a means of communication between the site, Program Coordinator and Parks and Recreation Office. The Lodi Unified School District fee for use of the cafeteria is included in the above budget.

Miscellaneous

Administrative fee of \$1,000.00 for time spent by Recreation Supervisor to administer the program.



Parks and Recreation Department
The Benefits are Endless

Lodi Parks and Recreation Department
2002 Lockeford Summer Camp Program
Roster of Governing Board

Lodi City Council Members:

Philip A. Pennino, Mayor
P.O. Box 3006
Lodi, CA 95241
Elected: November 6, 1990

Susan Hitchcock, Mayor Pro Tempore
P.O. Box 3006
Lodi, CA 95241
Elected: November 3, 1998

Emily Howard
P.O. Box 3006
Lodi, CA 95241
Elected: November 7, 2000

Keith Land
P.O. Box 3006
Lodi, CA 95241
Elected: November 5, 1996

Alan S. Nakanishi
P.O. Box 3006
Lodi, CA 95241
Elected: November 3, 1998

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Youth and Family Enrichment Program



SAN JOAQUIN COUNTY

Application Form: Mini-Grants of \$30,000 and under

Applicant Agency: City of Lodi Parks and Recreation Date 02/21/02
Name of Proposed Program: Camp Lodi Lake
Agency Address: 125 N. Stockton Street
City Lodi State CA Zip 95240
Contact Person: Susan Bjork Email: sbjork@lodi.gov
Phone (209) 333-6800 ext. 2452 Fax (209) 333-0162

Summary of Proposal

Proposal Start Date July 9, 2002 Proposal End Date August 1, 2002

Category: (Check one) Youth ☒ Family ☐ Adult ☐

Name of Lead Agency: City of Lodi Parks & Recreation

Names of Collaborative Partners (list all):

Location where the proposed program will take place: Lodi Lake Park; 1101 W. Turner Rd., Lodi

Brief description of Proposed Program: (4) 3-day mini-camps to expose 160 needy/low income
children to a nature camp atmosphere.

Amount Requested from H.S.A. \$19,945.00 Total Project Cost \$19,945.00

Roger Baltz

Name of Chair, Board of Directors, or Authorized Representative

Parks and Recreation Director

Title

Signature

Date



Parks and Recreation Department
The Benefits are Endless

Lodi Parks and Recreation Department
2002 Camp Lodi Lake
Program Description

- ***Population being served***

This program is to provide a day camp experience to 160 children/youth ages 7 to 14 who are economically disadvantaged, children from families participating in CalWORKS, and those children from families with income no more than 200% of the Federal Poverty Guidelines.

- ***Target Area for Program Delivery***

This program targets children participating in San Joaquin County Community Service Center programs (or similar programs) and children from the Mary Graham Children's Shelter.

- ***Type of Program/Service to be Provided***

The Lodi Parks and Recreation Department will operate and provide four mini-day camp sessions at Lodi Lake Park for low-income and needy children who reside in San Joaquin County. Each mini-camp will run from Tuesday through Thursday, beginning July 9, 2002 and ending August 1, 2002 and will accommodate 40 children each week. Each mini-camp will provide the children with opportunities to learn about the environment, conservation, and wildlife in a fun-filled atmosphere. Children will participate in nature tours, boat tours, tree planting, crafts, water activities (swimming, peddle boats, kayaks) and speaker presentations. The program will be staffed with a Camp Director and three Camp Leaders, supplemented by a Program Coordinator. Two snacks and lunch will be provided each day.



Parks and Recreation Department
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A typical camp day schedule would be as follows:

9:00 a.m.	Arrival and check-in
9:30 a.m.	Speaker presentation
10:30 a.m.	Snack
10:45 a.m.	Activity (craft, tour, etc.)
Noon	Lunch
1:00 p.m.	Group water activity
2:30 p.m.	Snack
2:45 p.m.	Departure

After morning snack, the children will be grouped as to age (7-9; 10-12; 13-14) and assigned to a Camp Leader for their activity time. The groups come back together for the afternoon group water activity where younger children are teamed with an older child. On the final day of camp, each child will receive a camp T-shirt and will take home craft items made during camp.

- ***Type of Outcomes to be Achieved***

The main objective of the Camp Lodi Lake program is to improve the motivation, performance, and self-esteem of the children and youth being served. Since the program for each child being served is only three days, staff will measure behavioral incidents. The goal of the program is to have no more than 20 behavioral incidents per camp session. A behavioral incident is defined as an incident requiring a time-out from the group (i.e., fighting, failure to cooperate with camp staff, cursing, destruction of property).

In providing this program, children will get an opportunity to explore, experience and appreciate nature and to experience the responsibility of maintaining, conserving and enabling natural

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Parks and Recreation Department
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resources. Through the planned activities and the natural environment of Lodi Lake, children will learn social skills of working together for a common goal, such as in tree planting. Speaker presentations will teach and discuss topics the children might otherwise not have exposure to. Through the experience of hands-on activities, children will develop a greater appreciation for their environment, improve their self-esteem, and become motivated to preserve and appreciate our natural resources, thereby improving their own environment. Staff and children will complete a program survey/evaluation at the end of each camp session to measure the effectiveness of the program. Staff will also monitor attendance and record behavior incidents. Results will be provided to HSA at the completion of the program.

- ***Applicant Agency Background***

The Lodi Parks and Recreation Department has a long-standing history of providing programs for the Lodi area community. Annually, over 6,000 children participate in a variety of Lodi Parks and Recreation programs. Camp Lodi Lake has been offered through the department for the past two years.



Parks and Recreation Department
The Benefits are Endless

Lodi Parks and Recreation Department
2002 Camp Lodi Lake
Budget Narrative

Staffing

Camp Director: The program will have a Camp Director responsible for the daily operation of the camp, ensuring planned activities are carried out, preparing snacks and lunch, and handling any problems that may arise.

Camp Leaders: Three camp leaders will conduct daily activities and lead the children throughout the day.

Program

Coordinator: The Program Coordinator will plan and prepare for camp activities prior to its commencement. Will also handle purchasing of supplies.

Payroll Taxes: Medicare, Social Security, and Unemployment benefits for the above-mentioned staff.

Supplies

Below is a breakdown of supplies:

Participant T-Shirts: 160 at \$8.00 each	\$1,280.00
Staff Uniforms: 12 at \$10.00 each	\$ 120.00
Snacks/Lunch: \$7.00 per day/per child	\$4,480.00
Craft Projects: \$2 per child/per day	\$1,280.00
Water Activity: \$12.50 per child/per week	\$2,000.00
Speakers: \$150 per day	\$1,600.00
Transportation (for agencies without)	\$2,400.00

Each child would receive a camp T-shirt for their participation/souvenir of the program. Staff uniforms provides the Camp Director and 3 Camp Leaders with three shirts each. This will allow them to be readily identifiable to the children. Snacks will include such things as fruit roll ups, juice, etc. Lunch will include such items as Subway sandwiches, pizza, etc. Craft projects will be age appropriate and nature-oriented such as making

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rain sticks. Water activities include swimming, a boat tour and peddle boats. Speakers will be hired to talk on nature-oriented topics such as hawks, mountain lions, etc. Transportation is for agencies unable to transport the children to and from Lodi Lake.

Miscellaneous

Administrative fee of \$2,000 for time spent by Recreation Supervisor and Parks Program Specialist in administering the program.

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Parks and Recreation Department
The Benefits are Endless

Lodi Parks and Recreation Department
2002 Camp Lodi Lake
Roster of Governing Board

Lodi City Council Members:

Philip A. Pennino, Mayor
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Elected: November 6, 1990

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RESOLUTION NO. 2002-42

A RESOLUTION OF THE LODI CITY COUNCIL APPROVING THE
APPLICATIONS APPLYING FOR GRANT FUNDS TO OPERATE
SUMMER DAY CAMP PROGRAMS AT LODI LAKE PARK AND
LOCKEFORD SCHOOL UNDER THE YOUTH AND FAMILY
ENRICHMENT PROGRAM THROUGH THE HUMAN SERVICES
AGENCY OF SAN JOAQUIN COUNTY

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NOW, THEREFORE, BE IT RESOLVED, that the Lodi City Council does hereby
approve the applications applying for Grant Funds to operate Summer Day Camp
Programs at Lodi Lake Park and Lockeford School under the Youth and Family
Enrichment Program through the Human Services Agency of San Joaquin County.

Dated: February 20, 2002

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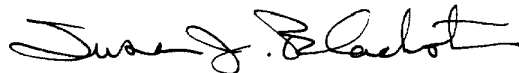
I hereby certify that Resolution No. 2002-42 was passed and adopted by the Lodi
City Council in a regular meeting held February 20, 2002 by the following vote:

AYES: COUNCIL MEMBERS – Hitchcock, Howard, Land, Nakanishi, and
Mayor Pennino

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None



SUSAN J. BLACKSTON
City Clerk